

TAYLOR COASTAL WATER & SEWER DISTRICT

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MINUTES OF REGULAR COMMISSION MEETING

February 15, 2024

1. The meeting was held at the District Building at 6:00 PM on February 15, 2024. Commissioners Mike Hunter, Michael Lynn, Jan Walker, and Randy Hathcock were present. Commissioner Gayle Lundy was absent. TCWSD Staff present were Kristi Hathcock and Lynette Senter.

The meeting was called to order at 6:00 p.m.

2. Vice-Chairman Hathcock led us in prayer and the Pledge of Allegiance to the Flag.
3. Welcome guests and open the floor for non-agenda items. There was one guest, Glenn Senter. There were no non-agenda items.
4. Update on the Water Improvements Project – There was no update available.
5. Approval of the Minutes from the January 18, 2024, Board Meeting. **Vice-Chairman Hathcock made a motion to approve the Minutes for the January 18, 2024, Board Meeting. Commissioner Lynn offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
6. Consent Items – The Board and Ms. Senter discussed the number of past-due accounts. Ms. Senter told the Board that this occurred at this time of the year. **Commissioner Walker made a motion to approve the Consent Items. Vice-Chairman Hathcock offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
7. District Manager Items – Lynette Senter
 - a. The District is continuing to work with FEMA to finish the submittals of District expenses. We have not been notified when the reimbursements will begin.
 - b. Due to problems with mail delivery and late fees, we have set up our recurring monthly bills for Verizon, Tri-County Electric, Consolidated and Cardmember Services to be paid online.
 - c. We have received a check from our insurance company for \$6,120.96. We were reimbursed \$1,651.00 for the water plant door and \$4,469.95 for the damage at the District Office.
 - d. We had one applicant respond to our ad for a Field Assistant Trainee. He will be coming to the office on Friday for an interview and field tryout.
 - e. The Lead Service Line Inventory will begin within the next 30-60 days. Florida Rural Water and DEP have approved all forms.
 - f. We have ordered a new 2.8hp mixed liquor return pump for the wastewater treatment plant. The pump is sealed and after being examined by Smith Electric Motors, they advised replacement at \$3,850.20 rather than rebuild due to the age of the pump.

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- g. Chairman Hunter and Commissioner Lundy's terms are due to expire in May. Ms. Senter asked each of them to provide a letter stating whether they intend to serve another term or will be leaving. We will begin advertising in April for the position of Commissioner Lynn, who has resigned. All applicant information will be provided to the Taylor County Board of Commissioners for approval and appointment.
 - h. Ms. Senter is still researching forms of compensation for Board Members as requested by Vice-Chairman Hathcock.
8. New Business
- a. Approval of the 2023-24 District Rules & Regulations. Ms. Senter provided the Board with changes to the rates and the addition of a requirement for a personal cut-off. **Vice-Chairman Hathcock made a motion to approve the 2023-2024 District Rules & Regulations. Commissioner Lynn offered a second. Chairman Hunter asked for further discussion. By unanimous vote, the motion was approved.**
9. Old Business
- a. Water Audit and Water Loss Project – The District's water loss percentage is 2.55% which is the lowest in several years. Ms. Senter explained to the Board that community reporting as well as staff finding leaks has helped us get our losses under control.
 - b. Hurricane Idalia Update – There were no new expenses in January 2024 for Hurricane Idalia. As of January 31, 2024, the District has spent a total of \$184,877.45 towards Hurricane Idalia damages. We have received a check from the insurance company to cover the damages to the District Office and the Water Plant doorway. We have almost completed our work with FEMA but have no idea when the reimbursement phase will begin.
10. Closing Remarks Commissioners/Staff – Vice Chairman Hathcock asked that the steps at the District Office be checked for sturdiness and repaired or replaced if needed.
11. Motion to Adjourn - **Chairman Hunter requested a Motion to Adjourn. Vice Chairman Hathcock made a motion to adjourn the meeting. Commissioner Walker offered a second. The meeting adjourned at 6:20 PM.**

Board Actions:

- 1. Approval of the Minutes from January 18, 2024.
- 2. Approval of the motion for the Consent Items
- 3. Approval of the 2023-2024 District Rules & Regulations

BY: Lynette Taylor Senter, Board Secretary
Taylor Coastal Water and Sewer District